

# FINANCIAL DISCLOSURE STATEMENT

## BOARD OF EDUCATION OF BALTIMORE COUNTY

### Instructions:

1. Please provide the preliminary information requested in the box below. Be sure to correctly identify the reporting period.
2. Upon completion of your financial disclosure statement, sign and date the lower portion of the page and make the required oath or affirmation.
3. Make sure that you retain a copy of the completed statement for your records. You will need to complete a new statement annually, so having the information from year to year will be helpful
4. Return the fully completed and signed statement to Dr. Carol Batoff, Administrative Liaison to the Ethics Review Panel, Baltimore County Public Schools, 6901 Charles Street, Towson, Maryland 21204, deadline is April 30, 2011.

Regular Reporting Period: January 1 through December 31, 2011  
Or

Termination Report: January 1 through \_\_\_\_\_, 20\_\_\_\_

### PLEASE PRINT OR TYPE

FIRST NAME	INITIAL	LAST NAME
School System Address:		
Home Address:*		
E-Mail Address:		

This financial disclosure statement describes all interests and related transactions and matters required to be disclosed by State Government Article, Title 15, Subtitle 8 of the Maryland Public Ethics Law, COMAR 19A.05 and Board of Education Policy 8364, with respect to the period indicated and pertaining to the person filing the statement.

I hereby make oath or affirm under the penalties of perjury that the contents of this financial disclosure statement, including the Schedules attached hereto, are complete, true and correct to the best of my knowledge, information and belief.

Signature of Person Filing: \_\_\_\_\_

(SEAL)

Date: \_\_\_\_\_

\*The home address of a Board Employee listed here is not subject to disclosure, pursuant to the Maryland Public Information Act, and it will be redacted in the event that the Financial Disclosure Form is disclosed to a third party.

### References:

- Board of Education Policy 8364
- State Government Article, Title 15, Subtitle 8
- Code of Maryland Regulations 19A.05

**Please mark the proper block to Questions A through I. Do not leave any questions unanswered. If you check "Yes" to any question be sure to complete the corresponding Schedule.**

**Complete by checking either the "yes" or "no" box as to each statement. Do not leave any statement unanswered.**

		YES	NO
A.	I held interests during reporting period in real property located in or outside Maryland. (If "Yes," complete Schedule A.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(1))		
B.	I held interests during reporting period in corporations, partnerships and similar entities. (If "Yes," complete Schedule B.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(2))		
C.	I held interests in a non-corporate business entity which did business with the Board of Education, other than those reported in Schedule B. (If "Yes," complete Schedule C.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(3))		
D.	I received gifts during reporting period from persons doing business with the Board of Education, regulated by the Board of Education, or registered or required to register as lobbyists. (If "Yes," complete Schedule D.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(4))		
E.	I or a member of my immediate family was a partner or held an office, directorship, or salaried employment during reporting period in or with a business entity doing business with the Board of Education. (If "Yes," complete Schedule E.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(5))		
F.	I or a member of my immediate family owed debts (excluding retail credit accounts) during reporting period to persons doing business with the Board of Education. (If "Yes," complete Schedule F.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(6))		
G.	A member of my immediate family was employed by the Board of Education during reporting period. (If "Yes," complete Schedule G.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(7))		
H.	I or a member of my immediate family received a salary or was sole or partial owner of a business entity from which earned income was received, during the reporting period. (If "Yes," complete Schedule H.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(8))		
I.	Is additional information set forth on Schedule I? (If "Yes," complete Schedule I.) (COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(9))		

## Schedule A – Real Property Interests

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(1))

If you have any interest (**as an owner or a tenant**, including interests in time shares) in real property in Maryland or in any other state or country, you **must** answer each question below.

**A separate Schedule A will be required for each property you need to disclose.**

1. What is the address or legal description of the property? (Give Street Address, if you know it. If the property is your primary residence, you may enter the lot and block legal description instead, if you wish)  
Street Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_
2. What kind of property is it?  
Improved (indicate whether property is residential or commercial property): \_\_\_\_\_  
Unimproved (vacant lot): \_\_\_\_\_
5. Is the interest held directly by you or is it attributable to you?  
Direct \_\_\_\_\_ Attributable \_\_\_\_\_
3. Are you the owner or tenant?  
Owner \_\_\_\_\_ Tenant \_\_\_\_\_
4. Do you hold the interest solely or is it jointly held with another?  
Solely \_\_\_\_\_ Jointly \_\_\_\_\_ Tenants by the Entirety (owned with spouse) \_\_\_\_\_
5. If held jointly, or by tenants by the entirety, the name(s) of the other joint owner(s): \_\_\_\_\_  
\_\_\_\_\_
6. Are there any legal conditions or encumbrances on the property? (Example: mortgages, liens, contracts, options, etc.)  
\_\_\_\_ Yes  
\_\_\_\_ No  
**If yes**, what is/are the name(s) of the lender(s), creditor(s), lien holder(s), etc? \_\_\_\_\_
7. What date was the property acquired? \_\_\_\_\_
8. How was the property acquired? (Example: purchase, gift, inheritance, etc.)  
\_\_\_\_\_

9. From whom was the property acquired? (Name of individual or entity from whom you purchased or inherited the property or who gifted the property to you.)  
\_\_\_\_\_
10. What consideration was given when the property was acquired? (Dollar amount paid or, if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property) \_\_\_\_\_
11. Have you transferred any interest in this property during the reporting period?  
\_\_\_\_ Yes  
\_\_\_\_ No

**If Yes;**

- 11A. What percentage of interest did you transfer: \_\_\_\_\_ %
- 11B. What consideration did you receive for the interest: \_\_\_\_\_
- 11C. To whom did you transfer the interest: \_\_\_\_\_

**If you have any additional interests in real property in Maryland, any other state or any other country, please use additional sheet(s), if necessary, and respond to each above question for each such entry.**

## Schedule B – Interests in Corporations and Partnerships

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(2))

If you have any interest in any corporations, partnerships, limited liability partnerships (LLP) or limited liability companies (LLC) during the reporting period, whether or not the entity did business with the Board of Education, you **must** answer the questions below.

**A separate Schedule B will be required for each interest you need to disclose.**

1. What is the name of the entity? Include the complete name of the entity, do not identify solely by trading symbol: \_\_\_\_\_

2. Does the stock of the corporation trade on a stock exchange?

\_\_\_\_ Yes

\_\_\_\_ No

If "no," the legal address of the entity's principal office.

\_\_\_\_\_

3. Is the interest held directly by you or is it attributable to you?

Directly: \_\_\_\_\_ Attributable: \_\_\_\_\_

4. Do you hold the interest in your name alone, or is it held jointly?

In your name alone: \_\_\_\_\_ Jointly: \_\_\_\_\_

If jointly, the percentage of your interest: \_\_\_\_\_%

5. What is the nature of your interest and the dollar value or the number of shares? (Example: stock, notes, bonds, puts, calls, straddles, purchase options, etc.) If in a non-publicly traded entity or LLP or LLC, report the percentage of ownership.

Type: \_\_\_\_\_

Dollar Value of Shares: \_\_\_\_\_ or Number of Shares: \_\_\_\_\_

Percentage of ownership: \_\_\_\_\_%

6. Are there any legal conditions or encumbrances that apply to your interest in the entity? (Example: mortgages, liens, contracts, options, etc.)

\_\_\_\_ No

\_\_\_\_ Yes; **If yes**, name of entity holding the encumbrance: \_\_\_\_\_

7. Did you acquire an interest in the entity during the reporting period?

\_\_\_\_ Yes  
\_\_\_\_ No

**If Yes:**

7A. In what month was the interest acquired? \_\_\_\_\_

7B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.):  
\_\_\_\_\_

7C. From whom did you acquire the interest in the entity? (If you purchased it from a brokerage, the name of the brokerage): \_\_\_\_\_

7D. What consideration was given when the interest was acquired? (Dollar amount paid, or if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property): \_\_\_\_\_

8. Have you transferred any interest in this entity during the reporting period?

\_\_\_\_ Yes  
\_\_\_\_ No

**If Yes:**

8A. What portion of the interest was transferred? \_\_\_\_\_

8B. What consideration did you receive for the interest in the entity? (Dollar amount paid, or if you received the property as a gift or inherited it, the fair market value and terms at the time you transferred your interest in the property): \_\_\_\_\_

8C. To whom did you transfer your interest in the entity? \_\_\_\_\_

**If you have additional interests in corporations or partnerships, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.**

## **Schedule C – Interests in Non-Corporate Business Entities Doing Business with the Board of Education**

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(3))

If you have an interest in any non-corporate business entity (e.g., a sole proprietorship) that did business with the Board of Education during the reporting period, that was not reported under Schedule B, you **must** answer the questions below.

### **A separate Schedule C will be required for each business entity to be disclosed.**

1. Name and Address of the Principal office of the business entity?  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_
2. Is the interest held directly by you or is it attributable to you?  
Direct: \_\_\_\_\_ Attributable: \_\_\_\_\_
3. Do you hold the interest solely or is it jointly held with another?  
Solely: \_\_\_\_\_ Jointly: \_\_\_\_\_
- 3A. If jointly, the percentage of your joint interest: \_\_\_\_\_ %
- 3B. Dollar value of your interest in the entity: \$ \_\_\_\_\_; or  
Percentage of your interest in the entity: \_\_\_\_\_ %
4. Are there any legal conditions or encumbrances that apply to your interest in the entity? (Example: mortgages, liens, contracts, options, etc.)  
\_\_\_\_ Yes, If yes give name of creditor: \_\_\_\_\_  
\_\_\_\_ No
5. Was any interest acquired during the reporting year?  
\_\_\_\_ Yes  
\_\_\_\_ No

### **If Yes:**

- 5A. What month was the interest acquired? \_\_\_\_\_
- 5B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.)  
\_\_\_\_\_
- 5C. From whom did you acquire the interest? \_\_\_\_\_
- 5D. What consideration was given when the interest was acquired? (Dollar amount paid or if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property) \_\_\_\_\_

6. Did you transfer any of your interest during the reporting period?

\_\_\_\_ Yes  
\_\_\_\_ No

**If yes:**

6A. What percentage of interest, if less than all, was transferred? \_\_\_\_\_%

6B. What consideration did you receive for the interest in the entity? (Dollar amount paid or if you received the property as a gift or inherited it, the fair market value and terms at the time you transferred your interest in the property): \_\_\_\_\_

6C. To whom did you transfer your interest in the entity? \_\_\_\_\_

**If you have additional interests in sole proprietorship(s) that did business with the Board of Education during the reporting year, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.**



## Schedule D – Gifts

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(4))

If, during the reporting period, you received any gift(s), directly or indirectly, in excess of a value of \$20 or a series of gifts from the same donor with a cumulative value of \$100 or more from a person or entity who: 1) did business with the Board of Education; 2) engaged in an activity that was regulated or controlled by the Board of Education; or 3) was a regulated lobbyist, you **must** answer the questions below. Gifts received from a member of the official's or employee's immediate family, another child, or a parent of the individual, do not need to be disclosed.

### **A separate Schedule D will be required for each gift.**

1. Who gave you the gift?  
\_\_\_\_\_
2. What was the nature of the gift? (Example: book, restaurant meal, theater tickets, book, etc.)  
\_\_\_\_\_
3. What was the value of the gift?  
\_\_\_\_\_
4. If the gift was given to someone else at your direction, list the identity of the recipient of the gift.  
\_\_\_\_\_

**Please use additional sheet(s), if necessary, for any additional entries.**

## **Schedule E – Officers, Directorships, Salaried Employment and Similar Interests**

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(5))

If, during the reporting period, you or any member of your immediate family (spouse or dependent child) have any salaried employment or hold any office or directorship with an entity that did business with the Board of Education, you **must** answer the questions below.

### **A separate Schedule E will be required for each disclosure.**

1. What is the name and address of the business entity?  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_
2. Who was the individual who held the position or interest listed above? (Example: yourself, spouse, dependent child)  
Self: \_\_\_\_\_ Spouse: \_\_\_\_\_ Dependent child: \_\_\_\_\_
- 2A. Name of spouse or dependent child: \_\_\_\_\_
3. What is the employment or title of the office you, your spouse or dependent child held? (Example: limited partner, director, treasurer, chair of the board of trustees, etc.)  
\_\_\_\_\_
4. What year did the position begin? \_\_\_\_\_
5. What was the nature of the business? (Example: regulated by the Board of Education, registered under the lobbying law, or involved with sales and contracts with the Board of Education)  
\_\_\_\_\_

**If necessary, please use additional sheet(s) for any additional entries.**

## Schedule F – Debts You Owe

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(6))

If, during the reporting period, you owed a debt (excluding a retail credit account) to a financial entity that did business with the Board of Education, you **must** answer the questions below. **[NOTE: If, on Schedule A, B or C you listed a financial entity that did business with the Board of Education as the holder of your mortgage or other encumbrance, you must also complete Schedule F with regard to that indebtedness.]**

**A separate Schedule F will be required for each debt to be disclosed.**

1. To whom did you owe the debt? (Do not include consumer credit debts)  
\_\_\_\_\_
2. When was the debt incurred? \_\_\_\_\_
3. What are the interest rate and terms of payment of the debt?  
Interest Rate \_\_\_\_\_  
Terms (monthly, bimonthly, annually, etc): \_\_\_\_\_
4. What was the amount of the debt as of the end of the reporting period. If debt existed during the reporting period but was paid in full at the end of the period, put \$0.  
\$ \_\_\_\_\_
5. Did the principal of the debt increase \_\_\_\_\_ or decrease \_\_\_\_\_ during the reporting period, and by how much? \$ \_\_\_\_\_
6. Was any security given for the debt?  
\_\_\_\_ Yes  
\_\_\_\_ No  
If Yes; Please state what type of security was given (home, car, boat, etc):  
\_\_\_\_\_
7. If this is a transaction in which you were involved, but which resulted in a debt being owed by your spouse or dependent child, identify your spouse or child and describe the transaction. \_\_\_\_\_

**If necessary, please use additional sheet(s) for any additional entries.**

## **Schedule G – Family Members Employed by the Board of Education**

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(7))

If, during the reporting period, any members of your immediate family (spouse or dependent children) were employed by the Board of Education in any capacity, you **must** answer the questions below.

**A separate Schedule G will be required for each member of the immediate family who is employed by the Board of Education.**

1. What is the relation and name of the immediate family member employed by the Board of Education? \_\_\_\_\_
2. What was the title of your immediate family member's position at the Board of Education agency during the reporting period? \_\_\_\_\_
3. Are you in a position that directly supervises, evaluates, or disciplines the immediate family member? \_\_\_\_\_

**If necessary, please use additional sheet(s) for any additional entries.**

## **Schedule H – Employment/Business Ownership**

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(8))

If, during the reporting period, you or any member of your immediate family, received any earned income from an entity other than the Board of Education, you **must** answer the questions below. Please note that your dependent child's employment or business ownership does not need to be disclosed unless the place of employment or the business entity is subject to regulation or the authority of the Board of Education or has contracts in excess of \$10,000 with the Board of Education.

**A separate Schedule H will be required for each member of the immediate family who had employment or ownership of a business entity.**

1. If, during the reporting period, you or a member of your immediate family had employment from which you or they earned income, list the relation, name, and address of the employment.

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

2. If, during the reporting period, you or a member of your immediate family wholly or partially owned any business entity from which income was earned, list the relation, name and address of the business entity.

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name of Business Entity: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**If necessary, please use additional sheet(s) for any additional entries.**

## **Schedule I – Other**

(COMAR 19A.05.02.05 – Apx. A – Model Regulations, Section 6(g)(9))

Is there any additional information or interest you would like to disclose?

The contents of this form are retained for four (4) years from the date of receipt and may be examined upon request as a public record. Upon request, you have the right to know if this statement was examined or copied as well as the name and home address of the requestor. This information is made available through the Board of Education's Ethics Review Panel.

***Check if applicable:***

***I Would Like To Be Notified If an Individual Makes a Request to Inspect My Financial Disclosure Statement, other than for an Internal or External Audit of the School System.***

***If so, check this box:*** ☐